

Interim Agenda of the Board of Directors

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Introduction

The Board will hold their quarterly Board of Directors meeting on Saturday, January 22, 2005, and continue that meeting during work periods throughout the remainder of the Interim Meetings. Except when posted, all meetings are open to the membership. The Board of Directors and NTEP Committee will hold open hearings at the Interim Meeting and members will be invited to dialogue with the Board on issues that the Board and NTEP Committee have on their agenda. The Board of Directors is currently working on the following issues: conformity assessment, NCWM voting procedures, the use of work groups, the National Training Program, and participation internationally, i.e., International Organization on Legal Metrology (OIML), the OIML Mutual Acceptance Arrangement (MAA) the Canadian Forum on Trade Measurement (CFTM), the Asia-Pacific Legal Metrology Forum (APLMF), and U.S. National Working Groups.

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Monday, January 24

8:30 a.m. - 5:00 p.m.

During the Board of Directors/NTEP Committee's Open Hearing, the membership is invited to provide feedback on the following issues.

1. NTEP Chair Position

The Board has been discussing the pros and cons of having the position of NTEP Chair become one with a longer tenure. Currently, NCWM's Immediate Past Chairman fills the position. The Immediate Past Chairman may or may not have direct NTEP experience.

2. The Use of Work Groups

In order to allow each issue to be developed by experts in that area, the Board continues to discuss the use of work groups either as stand-alone task forces and/or to support issues identified by the standing committees where they do not have the appropriate expertise. Questions have been raised about who would form the work groups, i.e. NIST WMD or NCWM, who would fund the work groups, and how long they would be in place. Potential work groups include: Software/Computer Technology, National Agency Liaison, Public Relations, and OIML.

3. National Training Program Curriculum

The Board has charged the Professional Development Committee (PDC) with developing a process to determine the curriculum for a training program. Please see the PDC agenda for the detailed description of the responsibilities that the Board has defined as the primary responsibilities of the PDC regarding the National Training Program Curriculum.

4. Voting Procedures (carry over item)

The Board would like to receive further feedback on the proposal put forth by the Central Weights and Measures Association. It is as follows:

Article X, Section 4 - Minimum Votes

A. House of State Representatives

When at least 35 delegates are in attendance in the House of Representatives, a minimum of 27 votes in favor of, or 27 votes in opposition to, an issue must be cast for the vote to be considered official. If 54 or more votes are cast in the House of State Representatives, a simple majority of the total votes is required to pass (or defeat) the issue.

When fewer than 35 jurisdictions are in attendance in the House of Representatives, a 2/3 majority of those representatives in attendance at the Conference voting in favor of, or in opposition to, an issue must be cast for the vote to be considered official. The rules for a quorum still apply.

B. House of Delegates:

A minimum of 27 votes in favor of, or 27 votes in opposition to, an issue must be cast for the vote to be considered official. If more than 54 total votes are cast, then a simple majority rules. Should a tie vote occur, or if the minimum votes in support or opposition are not cast, the issue is decided by the vote of the House of State Representatives.

The Board will also consider an alternate proposal made by Chris Guay that **when there are fewer than 35 jurisdictions in attendance in the House of Representatives, a three-fourths majority of those Representatives in attendance at the conference voting in favor of, or in opposition to, an issue must be cast for the vote to be considered official. The rules for a Quorum still apply.**

In recent voting sessions of the NCWM, some items have failed to move because the mandatory 27 votes in favor or opposed were not attained. These proposals would allow action on items in years of low attendance, but only when a strong majority is reached in favor or opposition to an item. The second option would strengthen the proposal from a two-thirds majority to a three-fourths majority in those years of low attendance. The intent being that such a strong majority would provide assurance that the same outcome would have been reached on voting items had the attendance been higher.

Some members contend that voting procedures should not be altered because of a temporary decrease in attendance of annual meetings.

The Board is evaluating the current Bylaws requirements concerning the voting procedures at the annual meeting. At issue is the current requirement of 27 votes to pass or defeat an item. The Board will take comments from the membership concerning this very important issue.

5. Marketplace Surveys

The Board would like to receive feedback from the membership regarding the membership's commitment to participating in marketplace surveys. Marketplace surveys would enable NCWM to quantify the value that weights and measures programs bring to each state. There is a need to gather statistics in a uniform fashion to demonstrate the value that a program brings to the consumer and state versus not having a program.

6. Meetings

The Board reviewed the feedback supplied by the Regional Associations regarding the cost and location of future meeting sites.

7. NCWM Publication 14 Administrative Policy

The final draft of the NCWM Publication 14 "Administrative Policy" is ready for final review and approval by the NCWM Board. Several copies will be available for review by the members.

8. Conformity Assessment

Reports from the three conformity assessment working groups have been presented to the NCWM Board at their Fall Board Meeting. The NCWM Board accepted the information. These working groups and NTEP staff plan additional work to develop the needed detail to implement this program. The NTEP Director will present an update to the membership.

9. Electronic Copies of Pub 14

The Board agreed that some type of electronic version of Pub 14 Checklist, Procedures and Technical Policy would be made available for purchase. The final form of this electronic version has not yet been determined. An update will be presented to the membership.

10. Website Revamp

The Board has approved a revamp of the NCWM website. The following areas will be included in the revamp: Web Site Design, Site Implementation, Site Search, Password Protection, Forgot Password Form, Membership Directory, NTEP Database, New Member Application, Multiple Discussion Lists, including ones for Committees & Task Forces, and Search Engine Optimization.

11. Participation in International Standard Setting

Steve Patoray, NTEP Director, attended an MAA workshop and OIML Conference and International Committee on Legal Metrology (CIML) meeting in Berlin, Germany. A summary report on this meeting will be presented to the membership. The Board would also like to receive feedback from the membership regarding this issue.

Tuesday, January 27

8:30 a.m. - 12:00 noon

Board of Directors/NTEP Committee Opening Hearing

During this portion of the Board of Directors/NTEP Committee's open hearings, the Board invites the membership to an open forum where members can ask questions and provide feedback to the Board.

1:00 p.m. - 5:00 p.m.

Work session.

G. Weston Diggs, Virginia, NCWM Chair

Don Onwiler, Nebraska, NCWM Chairman-Elect

Dennis Ehrhart, Arizona NTEP Committee Chair

Judy Cardin, Wisconsin

Charles Carroll, Massachusetts

Michael Cleary, California

Tom Geiler, Town of Barnstable, Massachusetts

Stephen Pahl, Texas

Christopher B. Guay, Procter & Gamble Co.

Darrell Flocken, Mettler-Toledo, Inc.

Executive Secretary: H. Oppermann (NIST)

Advisors: B. Palys, CAE, Executive Director, NCWM Headquarters

G. Vinet, Canada

Board of Directors

Appendix A

Report on the Activities of the International Organization of Legal Metrology (OIML) And Regional Legal Metrology Organizations

Weights and Measures Division, NIST

The Weights and Measures Division (WMD) of the National Institute of Standards and Technology (NIST) is responsible for coordinating U.S. participation in OIML and other international legal metrology organizations. Learn more about OIML at the OIML website at <http://www.oiml.org> on the Internet. Dr. Charles Ehrlich, Group Leader of the ILMG, can be contacted at charles.ehrlich@nist.gov or at 301-975-4834 or by fax at 301-926-0647.

Please note: OIML publications are now available without cost <http://www.oiml.org>

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I. Report on the Activities of the OIML Technical Committees

This section reports on recent activities and the status of work in OIML Technical Committees (TCs) and Technical Subcommittees (SCs) of specific interest to members of the NCWM. Also included are schedules of future activities of Secretariats, the U.S. National Working Groups (USNWGs), and the International Working Groups (IWGs) of committees and subcommittees.

TC 3 Metrological Control (United States of America)

A joint working group of the OIML, the International Bureau of Weights and Measures (BIPM), and the International Laboratory Accreditation Cooperation (ILAC) developed a draft revision of OIML D1 "Elements for a Law on Metrology." In early 2004, the document was reviewed for consistency with HB-130 by the NIST Weights and Measures Division. The revision of D1 presents the various elements that should be considered when preparing laws related to metrology. This document gives advice on general laws covering all the aspects of legal metrology, as well as specific laws related to some distinct aspects of metrology, such as legal units and traceability. OIML D1 was approved by the CIML in October 2004.

TC3/SC1 "Pattern Approval and Evaluation" (United States)

The OIML documents D19 "Pattern evaluation and pattern approval" and D20 "Initial and subsequent verification of measuring instruments and processes" have not been revised in over fifteen years. The subcommittee has approved the U.S. proposal for a combined revision of OIML D19 and D20 into a single document "Principles of metrological control of measuring instruments: type approval and verification." Key elements of OIML D3 "Legal Qualification of Measuring Instruments," R34 "Accuracy Classes of Measuring Instruments," and R42 "Metal Stamps for Verification Officers" will also be incorporated into the combined revision of OIML D19 and D20.

The revised documents will incorporate recent developments such as the OIML certificate system, D27 "Initial verification of measuring instruments utilizing the manufacturer's quality management system," and the "Framework for a mutual acceptance arrangement (MAA) on OIML type evaluations." Consideration will be given to the appropriate conformity assessment options developed by the ISO Council Committee on Conformity Assessment (ISO CASCO), including quality systems, product certification, and accreditation. Consideration needs to be given as well to information technology and statistical methods to increase or decrease verification intervals based upon proven instrument performance. For more information on this activity, contact Dr. Ambler Thompson at 301-975-2333 or at ambler@nist.gov.

TC 5/SC 1 Electronic Instruments (Netherlands)

In February 2004, the final Draft Document of D11 "General Requirements for Electronic Measuring Instruments." was circulated for comment by the BIML. The document was approved by CIML postal ballot in May 2004. This is an especially important document in the OIML system because its testing requirements will become general guidance for all OIML Recommendations for electronic measuring instruments.

TC 5/SC2 Software (Germany and France)

In May 2004, all OIML TCs and SCs that are currently revising an OIML Recommendation were contacted to ensure that software aspects are considered in revised Recommendations. All OIML Documents and Recommendations published since 1990 are being reviewed for terms related to software. A rough working draft of the document "Software in Legal Metrology" was circulated in October 2004 by the secretariat. When complete, the document is intended to serve as guidance for technical committees addressing software requirements in Recommendations for software-controlled instruments. Comments on this draft from interested U.S. parties must be received by NIST before February 1, 2005. Please contact Wayne Stiefel at 301-975-4011 or by email at stiefel@nist.gov if you would like to review the working draft or otherwise participate in this project.

TC 8/SC 3 "Measuring Instruments for Liquids other than Water." (Germany) and TC 8/SC 4 "Dynamic Mass Measurements (Liquids other than Water)" (United States)

OIML R117 "Measuring Instruments for Liquids other than Water" is undergoing an extensive revision, incorporating new instrument technologies and merging the document with OIML recommendations R86 "Drum Meters" and R105 "Mass Flowmeters." This is a high priority project for OIML, and ILMG is working with the U.S. National Working Group on flowmeters, Germany, and the Netherlands (convener of the work group tasked with revising R117) on this effort. Meetings of the U.S. National Working Group on flowmeters were held during the NCWM Interim Meeting in January 2004 and the NCWM Annual Meeting in July 2004. Measurement Canada has been a strong contributor to this effort.

A second committee draft (2nd CD) of R117 was circulated to the two international subcommittees in April 2004 and received over 90% international "yes" votes. The Draft Recommendation (DR) is scheduled for circulation in December 2004. The objective is to receive CIML approval on R117 in June 2005. If you have questions or would like to become involved in this effort, please contact Mr. Ralph Richter by email at ralph.richter@nist.gov or at 301-975-4025.

TC8/SC7 "Gas Metering" (Belgium and France)

The Secretariat circulated a 3rd CD of the Recommendation "Measuring Systems for Compressed Natural Gas (CNG) for Vehicles" and annexes covering performance tests for electronic devices and basic test procedures. In April 2003, the United States cast a negative ballot on the 3rd CD because the testing requirements were unrealistic. A 4th CD is being prepared by the Secretariat.

A ballot was circulated on the 3rd CD "Measuring Systems for Gaseous Fuel" in March 2004. This Recommendation is intended for large pipelines with large flowrates and operating pressures, or systems not fitted with diaphragm gas meters. Different types of measuring systems are considered: measuring systems providing indications of volume at base conditions or mass converted from a volume of gas determined at metering conditions, measuring systems providing directly the mass of gas, and measuring systems providing indication of energy corresponding to a volume at base conditions or a mass of gas. Based on a review of the 3rd CD and its requirements, the US voted "no" on the document in June 2004; comments were sent to the secretariat recommending that several sections needed clarification, the test report procedure better define flow conditions for improved meter measurement, and severity levels be changed in the electrostatic discharge test. Please contact Wayne Stiefel at 301-975-4011 or at stiefel@nist.gov if you would like to obtain a copy of these documents or to participate in these projects.

TC 8/SC 8 "Gas Meters" (Netherlands)

Based on a poll of subcommittee members, R6 "General provisions for gas volume meters," R31 "Diaphragm Gas Meters", and R32 "Rotary Piston Gas Meters and Turbine Gas Meters" will be revised and combined into a single Recommendation. The Secretariat will develop an initial draft. The new document, according to the Secretariat, may consist of a general chapter mainly consisting of R6 and those aspects in common with R31 and R32 and separate chapters on household and industrial gas meters. The USNWG provided comments and will participate in the

development of this new Recommendation. Please contact Wayne Stiefel at 301-975-4011 or at stiefel@nist.gov if you would like to participate in this project.

TC 9/SC 1 “Nonautomatic Weighing Instruments” (Germany and France)

The current review cycle of R76 “Non-automatic Weighing Instruments” is of major importance to U.S. interests because the Recommendation serves as the foundation for a majority of the laws and regulations that governs weighing instruments around the world. This review is significant for U.S. weighing instrument manufacturers because international harmonization of requirements would eliminate technical barriers to trade and reduce the delays and the cost of getting new weighing instruments into the global marketplace. It is also important for legal metrology officials since it is taking place when the NCWM is considering its participation in the OIML Mutual Acceptance Arrangement (MAA) for type evaluations with other countries. The United States received the first working draft of the revised R76 in December 2003. This draft includes new language addressing metrological controls for type evaluations, conformity, and initial and subsequent inspections. This draft was circulated to the USNWG for comment, and a U.S. response was submitted to the Secretariat in April 2004. The USNWG will also be consulted concerning proposals to modify Handbook 44 to harmonize with R76. The first CD of R76 is expected in late 2004. If you would like to participate in this effort, please contact Steve Cook at 301-975-4003 or steven.cook@nist.gov.

TC 9/SC 2 “Automatic Weighing Instruments” (United Kingdom)

The secretariat is preparing a new Recommendation R134-1 “Automatic Instruments for Weighing Road Vehicles in Motion – Total Load and Axle Weighing.” If you would like to participate in this project or receive a copy of the latest draft of this document, please contact Richard Harshman at 301-975-8107 or harshman@nist.gov.

TC17/SC1 “Humidity” (China)

The secretariat (China) is working closely with the United States and a small international working group (IWG) to revise OIML R59 “Moisture Meters for Cereal Grains and Oilseeds.” The secretariat distributed a first committee draft to the IWG in May 2003. All drafts have been distributed to the U.S. National Working Group, which for the most part is a subset of the NTEP Grain Sector. In October 2003, China hosted a meeting of the TC17/SC1 subcommittee in Beijing to review and discuss this revised document. A second committee draft that incorporated US comments was circulated in May 2004 by the Secretariat. A meeting of the IWG was held in Paris in September 2004 to resolve conflicts on the document. A 3rd CD of R59 is planned for 2005. Please contact Diane Lee at 301-975-4405 or at diane.lee@nist.gov if you would like to participate in this working group.

TC17/SC8 “Quality Analysis of Agricultural Products” (Australia)

A new subcommittee has been formed to study the issues and write a working draft document “Measuring Instruments for Protein Determination in Grains.” The Secretariat for this new subcommittee is Australia and a meeting was held in May 2004 in Sydney. A second working draft of this document was received in August 2004. Please contact Diane Lee at 301-975-4405 or at diane.lee@nist.gov if you would like to participate in this working group.

II. Mutual Acceptance Arrangement (MAA) on OIML Type Evaluations

At the 38th CIML meeting in November 2003 in Kyoto, Japan, OIML Publication B10-1 “Framework for a Mutual Acceptance Arrangement on OIML Type Evaluations (MAA)” and Publication B10-2 “Checklists for issuing authorities and testing laboratories carrying out OIML type evaluations” were both adopted. A Working Group on “Implementation of the MAA” met in Paris in February 2004, and further discussions on MAA Implementation were held at the OIML Presidential Council meeting in March 2004.

Dr. Charles Ehrlich, the Secretariat of TC3, led a Round Table/Workshop on the MAA in October 2004 in Berlin. Dr. Ehrlich’s presentation covered the basic intended operation, a table of detailed tasks that participants must be willing to carry out, and a look at the advantages and disadvantages of participation in the MAA. Subsequent discussion at the workshop provided further clarification and explored who can participate and how, the relationship of the MAA to other international agreements, the possible roles of Regional Legal Metrology Organizations in the implementation, the possible use of manufacturer’s testing laboratories, the impact on the current OIML Certificate System, and the financial implementation plan. Later, at the CIML meeting in Berlin, the following decisions concerning implementation of the MAA were approved:

1. Implementation of the MAA will be financed with a one-time contribution from Issuing Authorities and with certificate fees paid by the customers, typically instrument manufacturers. The BIML Reserve Fund will be used to cover some start-up costs.
2. An additional staff member has been recruited by the Bureau to undertake the new tasks involved with implementation of the MAA. This additional staff member will start work at the BIML in January 2005, for a 4-year period.
3. When an Issuing Authority signs a Declaration of Mutual Confidence (DoMC) in the framework of the MAA, all OIML Certificates and associated test reports issued by this Issuing Authority for the considered category of instruments will then be issued under the particular conditions resulting from its participation in the DoMC. This Issuing Authority will not be allowed to continue to issue Certificates under the sole conditions of the OIML Certificate System. (Note that there was some controversy in the CIML surrounding this provision, and so it may be readdressed.)
4. OIML Certificates and associated test reports issued under the conditions of a DoMC will bear a specific OIML logo, affixed by the Issuing Authority.
5. After a DoMC has been signed, the Bureau plans to propose that for this category of instruments the OIML Certificate System will be applicable only by signatories of this DoMC and under the conditions of this DoMC. This should come into force on a date defined by the CIML. (Note that there was also some controversy in the CIML surrounding this provision. The possibly delayed date is to allow experience to first be gained with the MAA before eliminating the 'old' Certificate system)
6. OIML Certificates that have been issued prior to the establishment of the DoMC or during this transition period according to the previous rules, will continue to appear in the OIML databases published on the OIML web site.
7. OIML Certificates issued under the conditions of a DoMC will be recorded separately and will appear separately in the OIML databases published on the OIML web site.
8. Implementation of the MAA is planned to start with two categories of instruments: R60 (Load cells) and R76 (Nonautomatic weighing instruments). These two categories will be addressed in parallel, as it may save costs for visits and assessments by experts, since the experts for these categories generally being the same people.

The decisions listed above will go into effect for the implementation of the MAA and for the operation of the OIML Certificate System in January 2005. The CIML instructed TC3/SC5 to start a revision of both publication B10 (MAA) and publication B3, “*OIML Certificate System for Measuring Instrument*” after some experience with the MAA has been gained, and to develop, if necessary, detailed regulations for the implementation of the MAA in order to submit them for CIML approval.

For further information on the MAA and its implementation, please contact Dr. Charles Ehrlich, at charles.ehrlich@nist.gov or at 301-975-4834 or by fax at 301- 975-5414.

III. Report on the 39th Meeting of the International Committee of Legal Metrology (CIML)

Representatives from 54 of the 59 member nations participated in the 39th Annual Meeting of the CIML from November 26-29, 2004, in Berlin. Dr. Charles Ehrlich, the CIML Member for the United States, led the US delegation. The delegation also included Dr. Richard Kayser, NIST Acting Deputy Director; Mr. Henry Oppermann, Chief of the NIST Weights and Measures Division; Dr. Claire Saundry, Chief of the NIST International Affairs Office; Mr. Stephen Patoray, Director of the U.S. National Type Evaluation Program (NTEP) of the National Conference on Weights and Measures (NCWM); and Dr. Jane Cowley, Office of Technical Specialized Agencies, Bureau for International Organization Affairs, Department of State.

Work of the TCs/SCs

The CIML approved the following International Documents and one International Recommendation:

- Revision of D1 *Elements for a law on metrology*;
- Revision of D9 *Principles of metrological supervision*;
- Revision of D11 *General requirements for electronic measuring instruments*;
- Revision of D14 *Training of legal metrology personnel - Qualification - Training programs*;
- Combined Revision of D6/D8 *Measurement Standards – Requirements and Documentation*;
- New D28 *Conventional value of the result of weighing in air* (reclassification of R 33); and
- R 111-2 *Weights of classes E1, E2, F1, F2, M1, M1-2, M2, M2-3 and M3. Part 2: Test Report Format* (Edition 2004).

The Committee approved the assignment of the Secretariat of TC6 “Prepackaged products” to South Africa and the Secretariat of TC9/SC3 “Weights” to Germany. It was noted that Germany wishes to relinquish the Secretariat of TC12 “Instruments for measuring electrical quantities.”

The Committee approved two new working projects:

- Revision of R 99/ISO 3930 *Instruments for measuring vehicle exhaust emissions* as jointly proposed by TC16/SC1 and ISO TC 22/SC 5;
- New Recommendation on *Clinical infrared ear thermometers* as proposed by TC 18/SC2.

CIML Presidency

The Committee elected Mr. Alan E. Johnston (CIML Member for Canada) as its President for the next six years – which will take effect at the opening of the 40th CIML Meeting in June 2005. The Committee was unable to elect a First Vice-President because the required majority of votes was not obtained. Prof. Kochsiek (of Germany) will continue his role as CIML First Vice-President until the election of a new First Vice-President at the 40th CIML Meeting.

Future meetings

The 40th CIML Meeting will be held in Lyon, France, June 17-20, 2005, in conjunction with the International Metrology Congress. A reception will be held on June 20, 2005, to celebrate the 50th Anniversary of the OIML.

South Africa is scheduled to host the 41st CIML Meeting in Capetown, South Africa in 2006.

IV. Report on the 12th International Legal Metrology Conference

Representatives from 54 of the 59 member nations participated in the 12th International Legal Metrology Conference from October 26-29, 2004, in Berlin. This Conference is held only once every four years. Members of the US delegation to the Conference are listed in the CIML section (above) in this report.

Work of the TCs/SCs

The Conference formally sanctioned those new or revised Recommendations already approved by the CIML since the 11th Conference in 2000.

Recommendations approved in 2001:

- R16-1 Mechanical non-invasive sphygmomanometers (Edition 2002)
- R16-2 Non-invasive automated sphygmomanometers (Edition 2002)
- R75-1 Heat meters. Part 1: General requirements (Edition 2002)
- R75-2 Heat meters. Part 2: Type approval tests (Edition 2002)
- R133 Liquid-in-glass thermometers (Edition 2002)

Recommendations approved in 2002:

- R84 Platinum, copper, and nickel resistance thermometers (for industrial and commercial use)(Edition 2003)
- R134-1 Automatic instruments for weighing road vehicles in motion. Total vehicle weighing (Edition 2003)

Recommendations approved in 2003:

- R48 Tungsten ribbon lamps for the calibration of radiation thermometers (Edition 2004)
- R49-1 Water meters intended for the metering of cold potable water. Part 1: Metrological and technical requirements (Edition 2003)
- R49-2 Water meters intended for the metering of cold potable water. Part 2: Test methods (Edition 2004)
- R52 Hexagonal weights - Metrological and technical requirements (Edition 2004)
- R61-1 Automatic gravimetric filling instruments. Part 1: Metrological and technical requirements – Tests (Edition 2004)
- R87 Quantity of product in prepackages (Edition 2004)
- R135 Spectrophotometers for medical laboratories (Edition 2004) Recommendation approved in 2004 by CIML postal approval:
- R111-1 Weights of classes E1, E2, F1, F2, M1, M1-2, M2, M2-3 and M3.

Part 1: Metrological and technical requirements (Edition 2004)

One Draft Recommendation, R136 *Instruments for measuring the area of leathers*, was directly sanctioned by the Conference.

OIML Recommendations R 33 *Conventional value of the result of weighing in air* (Revised as D 28) and R 62 *Performance characteristics of metallic resistance strain gauges* were withdrawn. The Conference decided that OIML Test Report Formats, which are of an informative nature and concern the implementation of the Recommendation in national regulations, shall be approved by the CIML according to the rules applicable to International Documents, without having to be sanctioned by the Conference.

OIML Publications – Now Available Without Cost

The Conference approved a proposal to make all OIML Publications, except those which are published jointly with other Organizations, available free of charge in electronic format on the OIML web site and to cease publishing Recommendations in paper format.

Administrative and Financial Matters

The Conference adopted the *Budget for the Financial Period 2005-2008*; it represents a zero-real-growth increase (2%) over the previous financial period. No Member State offered to host the 13th International Legal Metrology Conference (to be held in 2008). It was decided that the BIML will ‘host’ the 13th Conference in France if no other country steps forward.

V. 11th Annual Asia-Pacific Legal Metrology Forum (APLMF)

The 11th Annual Meeting and Working Group meetings of the Asia-Pacific Legal Metrology Forum (APLMF) were held October 6-8, 2004, in San Diego, CA. As host, the U.S. was represented by Dr. Charles Ehrlich, Mr. Henry Oppermann, and Mr. Wayne Stiefel of NIST, Mr. Michael Cleary, California Division of Measurement Standards, Mr. Chris Guay, Proctor and Gamble Company, and Ms. Kathleen Thuner, Commissioner and Sealer of Weights and Measures for San Diego County. Ms. Thuner’s staff graciously provided logistical support. The meetings were attended by more than 50 delegates from 18 member countries. There are presently 26 member economies, 20 full members and 6 corresponding members, in the Forum.

Mr. Guay provided a special host economy presentation on “International and Regional Labeling Requirements: Local Control at what Local Cost” that explored the difficulties encountered by consumer product packagers when exporting into multiple countries. Issues discussed included different consumer product regulations, units of measure, expression of units, language requirements, regulated package sizes vs. unit pricing, and enforcement policies and practices. The need to reduce barriers through use of international guidelines and standards, harmonization of requirements, and mutual recognition of capabilities was emphasized.

The President of APLMF is Dr. Akira Ooiwa who is Director of the Mechanical Metrology Division at the National Metrology Institute of Japan. Japan has agreed to continue serving as Secretariat until next year, but a new Secretariat is being sought. The Forum currently has seven active Working Groups: (1) Training chaired by Australia, (2) Prepackaged Goods chaired by New Zealand, (3) Mutual Acceptance Arrangements chaired by USA, (4) Utility Meters chaired by Canada, (5) Medical Measurements chaired by Chinese Taipei, and (6) Rice Moisture Measurements chaired by Japan. A new Working Group (7) on Traceability in Legal Metrology is being started by Japan. All of these working groups held meetings in San Diego.

The main activity of the APLMF has been to conduct regional training. Training on developing legislation for the implementation of OIML R87 (Prepackages) was held in Malaysia in July, 2004. The training was conducted by New Zealand. A Seminar on Sphygmomanometers was held in Chinese Taipei from August 30-Sept. 5, 2004. Guest speakers from the USA and Germany provided most of the training. A training session on the verification of non-automatic weighing instruments is planned for November 2004 in Shanghai, with trainers from the Peoples Republic of China and Australia. Training on electricity meters is scheduled for late 2004 in Vietnam, with Canada to provide the training. Mr. Cleary indicated that California might be able to provide training on CNG.

Malaysia will host the 2005 APLMF meeting in Kuala Lumpur, November 21-25, 2005. Please contact Dr. Ehrlich for details at charles.ehrlich@nist.gov or at 301-975-4834 or by fax at 301- 926-0647.